

RESOLUTION NO. 326

PAYMENT OF ACCOUNTS PAYABLE

WHEREAS, There is a need for thorough and accurate processing of all accounts payable claims of the Everett School District, and then prompt payment of said claims, and;

WHEREAS, There has been added to Chapter 42:24 RCW a new section which allows for payment before Board approval:

NOW, THEREFORE, BE IT RESOLVED that:

(1) The Auditing Officer, whose responsibility it is to examine and certify all claim vouchers, and the Superintendent, whose responsibility it is to sign all warrants, shall furnish Public Official Bonds in the amount of fifty thousand dollars (\$50,000.00) each.

(2) The District shall adopt contracting, hiring, purchasing and disbursing policies that implement effective internal control.

(3) Voucher Registers shall be prepared prior to each regular board meeting for all warrants issued since the last regular meeting. Members of the Board shall review the voucher registers and indicate their approval by signing each register.

(4) If members of the Board have questions or objections to any of the claims paid, the Auditing Officer shall provide additional information as requested. If after review of the information the Board does not approve any of the vouchers, the Auditing Officer and the Superintendent shall take necessary action to recover payment and report back to the Board.

Adopted this 8th day of October, 1984

EVERETT SCHOOL DISTRICT NO. 2

Attested by:

Rudy S. Johnson
Superintendent

Shirley Vandermere
President - Board of Directors
Don A. Kider
Robert P. Smith
Sam M. Carper